

**(PROPOSED) SUBDIVISION**  
**APPLICATION**

Completed applications shall be submitted to the Madison County Subdivisions office located at 266 - C Shields Road, Huntsville, AL, 35811. If you have further questions call Kathy Rogers at 256-746-2925 or email [Krogers@madisoncountyal.gov](mailto:Krogers@madisoncountyal.gov)

If street names need to be checked and approved please call Heather Renfroe at 256-746-2909 or email [hrenfroe@madisoncountyal.gov](mailto:hrenfroe@madisoncountyal.gov)

**REQUIRED INFORMATION UPON SUBMITTAL**

*(A detailed explanation can be found in the Madison County Subdivision Regulations at [www.madisoncountyal.gov](http://www.madisoncountyal.gov))*

- ☐ 1. A completed Subdivision Application along with a \$250.00 fee  
(Checks shall be made payable to the Madison County Commission)
  
- ☐ 2. Lot fee - \$10.00 per Lot - # of Lots \_\_\_\_\_  
(Checks shall be made payable to the Madison County Commission)
  
- ☐ 3. (1) copy of Proposed Plat.
  
- ☐ 4. (1) copy of Construction Plans to be marked up.
  
- ☐ 5. ADEM Application.
  
- ☐ 6. Hydrologic and hydraulic calculations for appropriate design conditions and facilities, including detention/retention facilities, and reservoir routing calculations. (Signed & Stamped by the Engineer).

- ☐ 7. Phase I Report from Madison County Health Department  
(If using Septic Tank)

A. 301 Max Luther Drive  
Huntsville, AL 35810  
Environmental: (256) 533-8726  
Septic Tanks: (256) 533-8728

- ☐ 8. Number of Street Lights - (Should be the same as lot number)  
(Payment will be made with Final Plat Application)

Standard - \_\_\_\_\_

Town & Country - \_\_\_\_\_

- ☐ 9. Number of Street Sign Sets - (1 set is a post, stop sign, street name  
plate and sign clamps) (Payment will be made with Final Plat Application)

4 Way Intersections require 2 sets

T- Sections require 1 set

Number of 4 Ways \_\_\_\_\_

Number of T-sections \_\_\_\_\_

- ☐ 10. Number of Adjoining Property Owners \_\_\_\_\_  
(This list should match the owners listed on the plat)

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Deed Book:** \_\_\_\_\_ **Page:** \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Deed Book: \_\_\_\_\_ Page: \_\_\_\_\_

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**Note: Use multiple sheets if necessary**

**Please refer to the Subdivision Regulations for all plat requirements**

**Revised 6/5/1**

**REQUIRED INFORMATION**

**Subdivision Name:** \_\_\_\_\_

**Phase:** \_\_\_\_\_ **District:** \_\_\_\_\_

**ENGINEERING FIRM:** \_\_\_\_\_

**Firm Address:** \_\_\_\_\_  
(Mailing)

**City:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**OWNER:** \_\_\_\_\_

**Firm Address:** \_\_\_\_\_  
(Mailing)

**City:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**OFFICE USE ONLY**

**Paid:** Check # \_\_\_\_\_

**Cash** \_\_\_\_\_

**MS4:** YES \_\_\_\_ NO \_\_\_\_

**Approved Construction PDF:** \_\_\_\_\_

**Date Approved:** \_\_\_\_\_

**Approved By** \_\_\_\_\_